



<b>III. SUMMARY AND CONCLUSION</b>  A. QUESTIONS Solicits students' questions. Clarifies misunderstandings. Asks check questions.  B. SUMMARY Affirms student accomplishment of objective(s). Reemphasizes key points.  C. CLOSING STATEMENT Motivates students again.	NA	UA	CA	A
COMMENTS				

<b>IV. INTERACTION WITH STUDENTS</b>  A. CHECK STUDENT COMPREHENSION Asks for questions frequently. Identifies difficulties. Clarifies misunderstandings.  B. STUDENT PARTICIPATION Fosters active and voluntary participation. Attempts to involve all students.  C. DISCUSSION GUIDANCE Stimulates thought. Controls discussion. Avoids personal philosophy.  D. QUESTIONING TECHNIQUE Uses clear, concise, purposeful questions that are distributed throughout the group. Uses APCE (ASK, PAUSE, CALL and EVALUATE) method.  E. HANDLING STUDENTS' QUESTIONS Encourages students' questions. Remains composed and confident. Answers clearly and directly.	UA	CA	A
COMMENTS			

<b>V. TRAINING AIDS</b>  A. SKILL IN USE OF AIDS Displays organization. Good mechanical skills. Effective integration and presentation techniques.  B. QUALITY OF AIDS Simple, concise, easily visible, clean and workable. Relates to objective(s).			
	COMMENTS		

<b>VI. INSTRUCTOR QUALITIES</b>  A. CONTROL OF CLASS Maintains order. Enforces policies. Responds effectively to disruptive behavior.  B. HUMAN RELATIONS SKILLS Establishes rapport. Listens attentively. Compliments good work. Avoids sarcasm. Remains open-minded.  C. CONFIDENCE Relaxed. Composed. Sure of self.  D. ENTHUSIASM Displays positive attitude. Has salesmanship. Maintains student interest.	UA	CA	A
COMMENTS			

<b>VII. VOICE AND SPEECH TECHNIQUES</b>  A. VOCAL CHARACTERISTICS Varies pitch and inflection to show emotion and emphasis.  B. VOLUME Projects voice for all to hear.  C. RATE OF DELIVERY Varies pace. Pauses effectively.  D. PRONUNCIATION / ENUNCIATION Pronounces words clearly and correctly.  E. FLUENCY Smooth delivery. Articulates. Avoids fillers.  F. GRAMMAR Avoids errors in English usage.			
COMMENTS			

<b>VIII. NON-VERBAL COMMUNICATIONS</b>  A. EYE CONTACT Looks directly at individuals. Distributes visual contact over entire class.  B. BEARING AND POSTURE Maintains professional demeanor. Well groomed. Complies with army weight standards.  C. FACIAL EXPRESSION Varies expression. Projects confidence and interest in students. Smiles when appropriate.  D. GESTURES AND MOVEMENT Uses natural gestures and purposeful movement. Avoids distracting mannerisms.			
	COMMENTS		